



Washington State Patrol

REQUEST FOR PUBLIC RECORDS

TRACKING NUMBER

DATE OF REQUEST

TIME OF REQUEST

REQUESTED BY

Name:

Address:

City, State, ZIP:

Phone No.:

Your Relationship
to Incident:

REQUESTED INFORMATION

INCIDENT INFORMATION

DATE OF INCIDENT:

TIME OF INCIDENT:

LOCATION (INCLUDE COUNTY):

PARTIES INVOLVED #1:

PARTIES INVOLVED #2:

INVESTIGATING OFFICER:

BADGE NUMBER:

CASE NUMBER:

DATAMASTER NUMBER (IF NEEDED):

REQUESTER READ AND SIGN:

I understand that if a list of individuals is provided me by the Washington State Patrol, it will neither be used to promote the election of an official or promote or oppose a ballot proposition as prohibited by RCW 42.17.130 nor for commercial purposes or give or provide access to material to others for commercial purposes as prohibited by RCW 42.17.260(9). I further understand that requested records may be redacted in accordance with RCW 42.17.

I understand that I will be charged 15 cents per page (20 or more pages) for all standard letter size copies I desire and that other publications are available at cost. I understand that records will be mailed and/or available once full payment is received by WSP. Any overpayment will not be applied to future requests and will not be refunded.

Personal checks, cashier's checks, or money orders are the only accepted payment methods for public disclosure requests. Cash payments will not be accepted under any circumstances.

REQUESTER'S SIGNATURE

COMPLETED BY WSP RECORDS COORDINATOR

NO. OF COPIES _____ @ \$.15

\$

PHOTOGRAPHS:

\$

AUDIO/VIDEO TAPES:

\$

MANUALS:

\$

CDs/DISKETTES:

\$

SUBTOTAL:

\$

POSTAGE:

\$

TOTAL DUE:

\$

ACKNOWLEDGEMENT OF RELEASE OF RECORDS

COMPLETED BY AGENCY RECORDS COORDINATOR

DATE OF RELEASE

BILLING DATE

AMOUNT RECEIVED

FUND

AI

PI

\$

RECIPIENT'S SIGNATURE

PUBLIC RECORDS OFFICER SIGNATURE

FOR A COPY OF A POLICE TRAFFIC COLLISION REPORT, SEND A \$5 FEE AND A REQUEST TO:

Washington State Patrol
Collision Records Section
PO Box 47382
Olympia WA 98504-7382

REQUESTS FOR ADDITIONAL COLLISION, ARREST, OR TRAFFIC INCIDENT INFORMATION

Please send your request to the office in the county where the incident occurred.

Pierce and Thurston Counties:

District Public Records Coordinator
Washington State Patrol
2502 112th Street E
Tacoma WA 98445-5104
(253) 536-6210 FAX (253) 536-4341

King County:

District Public Records Coordinator
Washington State Patrol
2803 156th Avenue SE
Bellevue WA 98007-6599
(425) 957-2300 FAX (425) 649-1532

Asotin, Benton, Columbia, Franklin, Garfield, Walla Walla, and Yakima Counties:

District Public Records Coordinator
Washington State Patrol
2715 Rudkin Road
Union Gap WA 98903-1795
(509) 575-2320 FAX (509) 249-6769

Adams, Ferry, Lincoln, Pend Orielle, Spokane, Stevens, and Whitman Counties:

District Public Records Coordinator
Washington State Patrol
6403 W Rowand Road
Spokane WA 99224-5300
(509) 227-6609 FAX (509) 227-6618

Clark, Cowlitz, Lewis, Klickitat, and Skamania Counties:

District Public Records Coordinator
Washington State Patrol
11018 NE 51st Circle
Vancouver WA 98682-6686
(360) 449-7909 FAX (360) 449-7995

Chelan, Douglas, Grant, Kittitas, and Okanogan Counties:

District Public Records Coordinator
Washington State Patrol
2822 Euclid Avenue
Wenatchee WA 98801-5916
(509) 663-9721 FAX (509) 665-4007

Island, San Juan, Skagit, Snohomish, and Whatcom Counties:

District Public Records Coordinator
Washington State Patrol
2700 116th NE
Marysville WA 98271-9425
(360) 658-1345 FAX (360) 651-6362

Clallam, Grays Harbor, Jefferson, Kitsap, Mason, Pacific, and Wahkiakum Counties:

District Public Records Coordinator
Washington State Patrol
4811 Werner Road
Bremerton WA 98312-3333
(360) 478-4646 FAX (360) 405-6666

FOR TRAINING RECORDS, SEND THIS FORM TO:

Washington State Patrol Training Division
631 W Dayton-Airport Road
Shelton WA 98584-8945

FOR RECORDS NOT INVOLVING A COLLISION, ARREST, OR TRAFFIC INCIDENT, PLEASE SEND THIS FORM TO:

Washington State Patrol
Public Records Officer
PO Box 42631
Olympia WA 98504-2611
Phone - (360) 438-5866
Fax - (360) 407-0175